



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, June 11, 2025 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

The meeting was called to order at 7:00 pm by President Richardson

ROLL CALL

PRESENT

President Kristi Richardson

Admin Chairman Owen Costanza

Trustee David Allgood

Trustee Dan Cheek

Trustee Sinae Hubbard

Clerk Karri Miller

Attorney Roxanne Sosnowski

Engineer Chris Dopkins

Wastewater Operator Ion Steer

Public Works Director David Howe

ABSENT

Finance Chairman Jeff Goings

Trustee Mark Vance

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek. Motion passed by voice vote.

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustees Meeting Minutes from May 14, 2025
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek. The motion passed by voice vote.

PUBLIC COMMENT *Public Comment is encouraged. The Village Board will receive comments from the public, pursuant to State Statutes. Comments will be limited to five minutes on topics relating to the Village of Poplar Grove. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion or consideration.*

No public comment

NEW BUSINESS

2. Motion to discuss and possible approval Class K Liquor License – Mortimer's Roadhouse
Motion made by Trustee Hubbard, Seconded by Admin Chairman Costanza.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard
3. Motion to discuss and possible approval Class K Liquor License – Countryside Liquors
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard

EXECUTIVE SESSION

4. Motion to go into executive session pursuant to 5 ILCS 120/2(c) (1) Personnel - The appointment, employment compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body, 5 ILCS 120/2(c)(11) Pending Litigation when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent. 5 ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard
went into executive session at 7:04 pm
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek to come out of executive session.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard
Came back into open session at 7:18 pm
PRESENT
President Kristi Richardson

Admin Chairman Owen Costanza
Trustee David Allgood
Trustee Dan Cheek
Trustee Sinae Hubbard
Clerk Karri Miller
Attorney Roxanne Sosnowski
Engineer Chris Dopkins
Wastewater Operator Ion Steer
Public Works Director David Howe

UNFINISHED BUSINESS

5. Motion to approve **Ordinance 2025-06** an ordinance of the Village of Poplar Grove, Illinois amending Title 1, Chapter 5, Section 1-5-2 of the Village's code of ordinances
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, President Richardson
Voting Abstaining: Trustee Allgood

NEW BUSINESS

6. Motion to discuss and possible approval of **Ordinance 2025-07** an ordinance of the Village of Poplar Grove, Illinois, repealing ordinance number 2024-19 governing charitable contributions to the Village personally adopted by the Village of Poplar Grove.
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, President Richardson
Voting Abstaining: Trustee Allgood
7. Motion to discuss and possible approval of **Ordinance 2025-08** an ordinance of the Village of Poplar Grove, Illinois repealing ordinance number 2024-20 establishing a Village credit card policy previously adopted by the Village of Poplar Grove
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, President Richardson
Voting Nay: Trustee Allgood
8. Motion to discuss and possible approval of **Ordinance 2025-09** an ordinance of the Village of Poplar Grove, Illinois repealing ordinance number 2024-21 establishing village hiring procedures previously adopted by the village of poplar grove
Motion made by Trustee Hubbard, Seconded by Admin Chairman Costanza.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard

9. Motion to discuss and possible approval **Ordinance 2025-10** an ordinance of the Village of Poplar Grove, Illinois, repealing ordinance number 2024-22 defining the duties of the Village Treasurer previously adopted by the Village of Poplar Grove
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, President Richardson
Voting Abstaining: Trustee Allgood
10. Motion to discuss and possible approval of **Ordinance 2025-11** an ordinance of the Village of Poplar Grove, Illinois, repealing ordinance number 2024-23 establishing travel reimbursement for elected officials, officers, and employees previously adopted by the village of Poplar Grove
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, President Richardson
Voting Abstaining: Trustee Allgood
11. Motion to discuss and possibly approve **Ordinance 2025-12** an ordinance of the Village of Poplar Grove, Illinois, repealing ordinance number 2024-24 establishing village purchasing procedures previously adopted by the Village of Poplar Grove
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard
12. Motion to discuss and possible approval **Resolution 2025-10** a resolution of the Village of Poplar Grove, Illinois, appointing an interim Village Treasurer
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard
13. Motion to discuss and possible approval **Resolution 2025-09**, a resolution of the Village of Poplar Grove, resolving to enter into a professional service agreement for design & construction engineering services for the 2025 payment maintenance program
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard
14. Motion to approve check disbursement for payments scheduled to be paid before June 15th, 2025 in the amount of \$68,356.58 in AP checks, \$14,042.30 in insurance expense checks, \$27,915.42 EFTs and estimated payroll of \$18,886.00 Payroll for a total of \$129,200.03
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard

15. Motion to discuss and possible approval of Comcast quote for the village hall internet, the village hall phone systems, cell phones, tablets, well and lift zone landlines
Motion made by Trustee Cheek, Seconded by Admin Chairman Costanza.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard

16. Motion to discuss and possible approval of the purchase of a 2025 International HV Series Plow Truck
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek to postpone to June 25, 2025.

Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard

17. Motion to discuss and possible approval of the Village of Poplar Grove summer newsletter
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard

GOOD OF THE VILLAGE

11th Annual Neighbors Night – June 14, 2025 – 4:00 pm-9:30 pm

Board of Trustee Meeting – June 25, 2025 - 7:00 pm

Village Hall Closed for July 4th Holiday

Board of Trustee Meeting - July 9, 2025 - 7:00 pm

Board of Trustee Meeting - July 23, 2025 - 7:00 pm

ADJOURNMENT (Voice Vote)

Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard. Motion passed by voice vote.

The meeting adjourned at 8:20 pm